



## Small Business Training Opportunities in WV – Feb 2014

**SBA West Virginia District Office** | 320 West Pike Street, Suite 330 Clarksburg, WV 26301 | (304) 623-5631

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[www.sba.gov/wv](http://www.sba.gov/wv) | [vvinfo@sba.gov](mailto:vvinfo@sba.gov)

The U.S. Small Business Administration provides small business counseling and training through a variety of programs and resource partners, located strategically around the country. If you have items or events to add to the next edition of the event calendar, please send them to: [nikki.bowmar@sba.gov](mailto:nikki.bowmar@sba.gov)

### The Affordable Care Act

#### **The Affordable Care Act for Individuals and Small Businesses - Webinar**

February 11, 2014, February 25, 2014 and March 14, 2014 at 11:00 am

<http://www.wvscore.org/>

Still confused about the new Health Care Law? You're not alone. This webinar will provide an overview of how ACA works and where and how to access coverage. Webinar features Robin Lester, of MAXIMUS, who oversees the WV In-Person Assister (IPA) program with IPAs stationed in local Department of Health and Human Resources offices throughout West Virginia.

### Encore Entrepreneur

#### **Encore Entrepreneur: Turning Silver into Gold**

February 28, 2014, March 28, 2014 and April 25, 2014 at 11:30 am

WV State University Economic Development Center

<http://www.eventbrite.com/e/encore-entrepreneur-business-after-50-tickets-9439324273>

Currently there are over 76 million people over the age of 50 in the country, and many are interested in and poised to be entrepreneurs. Research shows that one in four Americans between the ages 44 and 70 are interested in starting their own business or nonprofit venture in the next five to ten years. Nearly half of these aspiring business people desire to be encore entrepreneurs by starting a business with a positive social impact. SBA & SCORE business experts will give an overview of resources available and answer individual questions.

### Government Contracting

#### **Snapshot: Selling to the Government - Webinar**

February 6, 2014 and March 6, 2014 at 11:30 am

<https://cc.readytalk.com/cc/s/registrations/new?cid=9ongo5n0vktm>

This webinar provides a brief overview of the basic tools needed to sell your goods or services to the government, including the System for Award Management, the Federal Procurement Data System, and the Dynamic Small Business Search database. 30 minutes.

#### **Marketing to Agencies & Primes - Webinar**

February 20, 2014 at 2:00 pm

<https://cc.readytalk.com/cc/s/registrations/new?cid=maattvkdolth>

Good marketing is key to your success in marketing to federal procurement officials. Marketing Professionals from the Regional Contracting Assistance Center (RCAC) will walk us through some best practices, including how to approach agencies, how to really work a match-making event, and how even small details can mean the difference between success and failure.

### **Improving Your Marketing Materials**

March 20, 2014 at 2:00 pm

<http://www.wvscore.org/>

You have less than 10 seconds to get someone's attention with your marketing materials. Government contracting marketing specialists will clue you in on how to get-- and keep-- the attention of federal contract officers. We'll cover that all important Statement of Capabilities, what a successful online profile looks like, and even how a little thing like a business card can impact your chances in the federal market place. Webinar features marketing specialists from the Regional Contracting Assistance center (RCAC).

### **SAVE THE DATE: DYNET Conference**

April 2, 2014 in Fairmont, WV

More information forthcoming!!!

### **Government Contracting 101**

April 10, 2014 at 2:00 pm

<http://www.wvscore.org/>

This intensive webinar will give you an overview of the how your small business can enter the federal marketplace, including identifying your firm's preparedness, how to get registered in SAM, finding federal opportunities, and tools for in-depth market research. Webinar features marketing experts from the Regional Contracting Assistance Center (RCAC).

## **Lender Training**

### **SBA Express 10-Tab Purchase, How to close & service your loan to protect your guaranty!**

February 11, 2014 at 10:00 am

Join Supervisory Loan Specialist Jerry Johnson from the Little Rock Servicing Center for an in depth session on Little Rock's 10 Tab purchase request procedures for Express loans.

This is helpful information to have, whether or not you work this side of a business loan. If your loan isn't originated and closed with utilization of this process, it makes it more difficult to incorporate "10-tab" in the event of a default.

Please share this webinar information with not only your special asset teams, but with your commercial loan assistants, portfolio managers, and anyone else who might have contact with an SBA loan during its life cycle!

### **SBA Loan Service Provider Agreements by Cynthia Macdonald, SBA's LSP Expert from the Loan Guaranty Processing Center in Citrus Heights, CA**

February 25, 2014 at 11:30 am

Is your organization looking to become more involved in SBA lending but there aren't enough resources to dedicate to SBA loans? Contracting with a Lender Service Provider may be the answer you are looking for!

Join Cynthia Macdonald, staff attorney and SBA's Lender Service Provider agreement expert as she provides insight on how SBA views LSP requirements and what your institution needs to know when looking to use a Loan Service Provider.

**The Guaranty Purchase and Liquidation Processes for 7(a) Loans by Chad Duckworth, from the National Guaranty Purchase Center in Herndon, VA**

March 4, 2014 at 10:00 am

A fact we don't like to face is that some business loans go into default and require an SBA guaranty to be utilized. Chad Duckworth, from the National Guaranty Purchase Center in Herndon, will share:

- What documentation is required to request the SBA to honor the guaranty
- The significance of the 10-Tab purchase package
- How to assemble the package (and your file jacket)
- The guaranty purchase cycle
- Helpful hints and best practices

Anyone in your organization who handles SBA loans throughout the lifecycle should participate in this important webinar.

**SAVE THE DATE: WPASGL 2014 Lenders Quality Circle Conference, Seven Springs Resort, Champion, PA**

March 12-14, 2014

In today's uncertain economic and banking climate, lenders are looking for ways to mitigate credit risk and open new avenues for loan growth. The annual Western Pennsylvania Association of SBA Guaranteed Lenders (WPASGL) SBA Quality Circle Small Business Lending Conference is an excellent place for lenders to obtain ideas and training to enhance their commercial lending divisions. This two-day conference will be held at the Seven Springs Mountain Resort on Thursday and Friday, March 13 & 14, 2014; along with a Conference Primer and Opening reception on Wednesday evening, March 12th. Visit [www.sba.gov/wv](http://www.sba.gov/wv) for more information on the conference and for registration instructions and forms. Be sure to make your reservations early so you don't miss out, as hotel rooms at the resort will only be guaranteed until 2/21/14.

**SBA CAPLine – Contract Line Program Webinar by Bill Reed, SBA's CAPLine Expert from the Loan Guaranty Processing Center in Citrus Heights, CA**

April 8, 2014 at 10:00 am

SBA's CAPLine program is designed for commercial lenders can help their small business customers meet their short-term and cyclical working capital needs. The Contract Loan Program is used to finance the cost associated with contracts, subcontracts, or purchase orders, including overhead or general and administrative expenses, allocable to the specific contract(s). The CAPLine program offers up to a \$5 million guarantee. SBA Commercial Loan Specialist, Bill Reed, from SBA's Loan Guaranty Processing Center (LGPC), and SBA's CAPLine 'Go-To' person, will be the guest presenter for this webinar. Learn from the EXPERT when it comes to processing a Contract Line.

***To register, or for more information, on one of the events above, contact [Rick Haney](mailto:Rick.Haney@sba.gov) at [Richard.haney@sba.gov](mailto:Richard.haney@sba.gov) or 304-623-7449.***

Web Conference URL: <https://connect16.uc.att.com/sba/meet/?ExEventID=84536711>, check I am a participant, enter your name and email, select Join, once you have accessed the conference select the Call Me option and enter your direct phone number (Dial 1-888-858-2144 then enter the passcode 4536711# to access audio portion if the Call Me option does not work). To prepare in advance for the conference (for all devices): <https://connect16.uc.att.com/sba/Prepare/>.

## SCORE

### How to Use Business Communications Capabilities to Look Bigger (National)

February 6, 2014 at 1:00 pm

<https://cc.readytalk.com/cc/s/registrations/new?cid=41i23ogc6c4w>

Nobody likes to give the impression of a small, fledgling company, even if it's true. But today, it's possible to use inexpensive techniques to present the image of a large, professional company, even if you're still small and growing. In this webinar by 8x8, participants will see how they can:

- Use automated receptionists and smart call forwarding to look bigger
- See who is available to take calls—even if they're in another office, or several states away
- Use video meetings to tie your team together as one
- Use advanced forwarding capabilities and mobile applications to keep from missing calls, even when you're on the go
- Create virtual numbers that look local—across the country or even internationally—to help in marketing and advertising

### Mobile and Website Conversion: Building Your Business for Clients on the Go (National)

February 13, 2014 at 1:00 pm

<https://cc.readytalk.com/cc/s/registrations/new?cid=41i23ogc6c4w>

The mobile revolution is in full swing, so it should be no surprise that approximately 28% of the visitors to your website are coming via a mobile device. Get practical tips and techniques that will boost your business by getting the most of mobile. In this webinar, by Bigcommerce will examine:

- Who is coming to your site via mobile
- How are those visitors interacting with your site
- What design and content strategies can you use to guide your visitors to conversion

**SCORE:** The SCORE Association (Service Corps of Retired Executives) is a resource partner of the SBA dedicated to entrepreneur education and the formation, growth and success of small businesses nationwide. There are more than 10,500 SCORE volunteers in 374 chapters operating in over 800 locations who assist small businesses with business counseling and training. SCORE also operates an active online counseling initiative. For West Virginia's SCORE locations, go to [www.wvscore.org](http://www.wvscore.org).

## Small Business Development Center

The Business Fundamentals course is designed specifically for individuals who are considering starting a business or have had a business for one year or less. The workshops provide essential information on what entrepreneurs need to know to start a successful business. Preregistration is required as seating is limited and the cost is \$35. To register, go to the SBDC Training Events calendar on the WV Small Business Development website, [www.wvsbdc.org](http://www.wvsbdc.org). Or contact the Business Ask Me! line at 888-982-7232 or [askme@wv.gov](mailto:askme@wv.gov).

02/04/14	09:00 am to 12:00 pm	Wheeling
02/06/14	01:00 pm to 04:00 pm	Ripley
02/07/14	10:00 am to 01:00 pm	South Charleston
02/11/14	09:00 am to 12:00 pm	Winfield
02/12/14	01:00 pm to 04:00 pm	Summersville
02/13/14	01:00 pm to 04:00 pm	Roceverte
02/18/14	12:30 pm to 03:30 pm	Oak Hill

02/18/14	09:30 am to 11:30 am	Kearneysville
02/20/14	01:00 pm to 04:00 pm	Mount Gay
02/25/14	09:30 am to 12:30 pm	Huntington
02/25/14	09:00 am to 12:00 pm	Morgantown
02/28/14	09:00 am to 12:00 pm	Charleston
03/04/14	09:00 am to 12:00 pm	Wheeling
09/10/14	01:00 pm to 04:00 pm	Ronceverte
03/11/14	10:00 am to 01:00 pm	Wayne
03/11/14	09:00 am to 12:00 pm	Winfield
03/12/14	01:00 pm to 04:00 pm	Summersville
03/13/14	10:00 am to 01:00 pm	South Charleston
03/14/14	10:00 am to 01:00 pm	Ripley
03/18/14	12:30 pm to 03:30 pm	Oak Hill
03/25/14	09:00 am to 12:00 pm	Morgantown
04/01/14	09:00 am to 12:00 pm	Wheeling
04/15/14	01:00 pm to 04:00 p.m	Ronceverte
04/16/14	01:00 pm to 04:00 p.m	Summersville
04/24/14	12:30 pm to 03:30 pm	Oak Hill

**West Virginia Small Business Development Centers (WVSBDCs)**: The Office of Small Business Development Centers (SBDC) provides management assistance to current and prospective small business owners. SBDCs offer one-stop assistance to individuals and small businesses by providing a wide variety of information and guidance in central and easily accessible branch locations. The program is a cooperative effort of the private sector, the educational community and federal, state and local governments and is an integral component of Entrepreneurial Development's network of training and counseling services. In West Virginia, go to [www.wvsbdc.org](http://www.wvsbdc.org) for more information and office locations

*The SBA listing of these events is not an endorsement of the views, opinions, products or services of any cosponsor, person or entity. The mission of the SBA is to aid, counsel, assist and promote the interests of small businesses by providing financial, procurement and business development assistance and advocating on their behalf within the government. All SBA programs are extended to the public on a non-discriminatory basis.*